

Program A: Administration and General Support

Program Authorization: R.S. 28:22.7, R.S. 40:2002.4, and R.S. 40:2142

Program Description

The mission of the Administration and General Support Program is to provide management leadership and administrative support necessary for the delivery of patient care services. The goal of the Administration and General Support Program is to administer and manage the patient care program in a manner that ensures compliance with applicable standards of care. Sub-activities of this program include administration, human resources, training, payroll, purchasing, accounting, warehouse, maintenance, housekeeping, dietary, security, transportation, medical records, central supply, and switchboard.

RESOURCE ALLOCATION FOR THE PROGRAM

	ACTUAL 2000-2001	ACT 12 2001-2002	EXISTING 2001-2002	CONTINUATION 2002-2003	RECOMMENDED 2002-2003	RECOMMENDED OVER/(UNDER) EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$312,385	\$96,013	\$96,013	\$113,841	\$33,595	(\$62,418)
STATE GENERAL FUND BY:						
Interagency Transfers	4,383,133	4,514,312	4,514,312	5,104,451	4,331,408	(182,904)
Fees & Self-gen. Revenues	295,643	404,227	404,227	404,227	380,941	(23,286)
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
FEDERAL FUNDS	199,273	180,120	180,120	183,189	166,054	(14,066)
TOTAL MEANS OF FINANCING	\$5,190,434	\$5,194,672	\$5,194,672	\$5,805,708	\$4,911,998	(\$282,674)
EXPENDITURES & REQUEST:						
Salaries	\$2,224,257	\$2,220,216	\$2,220,216	\$2,291,228	\$1,944,348	(\$275,868)
Other Compensation	2,540	48,975	48,975	48,975	48,975	0
Related Benefits	1,028,393	997,724	997,724	1,428,151	1,008,316	10,592
Total Operating Expenses	1,526,713	1,534,472	1,534,472	1,310,347	1,214,852	(319,620)
Professional Services	4,720	1,600	1,600	1,638	1,600	0
Total Other Charges	351,174	346,885	346,885	672,369	670,621	323,736
Total Acq. & Major Repairs	52,637	44,800	44,800	53,000	23,286	(21,514)
TOTAL EXPENDITURES AND REQUEST	\$5,190,434	\$5,194,672	\$5,194,672	\$5,805,708	\$4,911,998	(\$282,674)
AUTHORIZED FULL-TIME						
EQUIVALENTS: Classified	112	106	106	106	87	(19)
Unclassified	0	0	0	0	0	0
TOTAL	112	106	106	106	87	(19)

SOURCE OF FUNDING

The Administration and General Support Program is funded with State General Fund, Interagency Transfers, Fees and Self-generated Revenues, and Title XVIII Federal Funds (Medicare). Interagency Transfers means of financing represents Title XIX reimbursement for services provided to Medicaid eligible patients received through the Department of Health and Hospitals, Medical Vendor Payments Program. Fees and Self-generated Revenues include: (1) payment from patients for services based on a sliding fee scale; (2) employee meal reimbursement; and (3) miscellaneous income, such as funds received from individuals for copies of patient medical records. Federal Funds are Title XVIII for services provided to Medicare eligible patients.

MAJOR FINANCIAL CHANGES

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
\$96,013	\$5,194,672	106	ACT 12 FISCAL YEAR 2001-2002
			BA-7 TRANSACTIONS:
\$0	\$0	0	None
\$96,013	\$5,194,672	106	EXISTING OPERATING BUDGET - December 20, 2001
\$0	\$45,779	0	Annualization of FY 2001-2002 Classified State Employees Merit Increase
\$0	\$25,233	0	Classified State Employees Merit Increases for FY 2002-2003
\$0	(\$7,340)	0	Risk Management Adjustment
\$0	\$23,286	0	Acquisitions & Major Repairs
(\$44,800)	(\$44,800)	0	Non-Recurring Acquisitions & Major Repairs
\$0	(\$2,004)	0	Legislative Auditor Fees
\$0	\$3,364	0	UPS Fees
\$0	\$2,328	0	Salary Base Adjustment
\$0	(\$47,265)	0	Attrition Adjustment
\$0	(\$40,075)	0	Salary Funding from Other Line Items
\$0	\$58,589	0	Group Insurance Adjustment
\$0	(\$1,748)	0	Civil Service Fees
(\$21,435)	(\$473,089)	(19)	Gubernatorial Position Reduction
\$0	\$98,359	0	Other Annualizations - Annualize BA-7 for base rate pay increases for certain job classifications
\$3,836	\$76,728	0	Other Adjustments - Increase IAT agreement with East Louisiana State Hospital for laundry and gas services
(\$19)	(\$19)	0	Other Adjustments - Reduce travel to averages
\$33,595	\$4,911,998	87	TOTAL RECOMMENDED
\$0	\$0	0	LESS GOVERNOR'S SUPPLEMENTARY RECOMMENDATIONS
\$33,595	\$4,911,998	87	BASE EXECUTIVE BUDGET FISCAL YEAR 2002-2003
			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE:
\$0	\$0	0	None

MAJOR FINANCIAL CHANGES

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
\$0	\$0	0	TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE
\$33,595	\$4,911,998	87	GRAND TOTAL RECOMMENDED

PROFESSIONAL SERVICES

\$1,600 Contract to provide chemical and bacteriological analysis of the sewerage treatment facilities as required by the U.S. Environmental Protection Agency
National Pollutant Discharge Elimination System

\$1,600 TOTAL PROFESSIONAL SERVICES

OTHER CHARGES

This program does not have funding recommended for Other Charges for Fiscal Year 2002-2003.

Interagency Transfers:

\$265,490	East Louisiana State Hospital - Utilities (Natural Gas)
\$261,861	Office of Risk Management
\$49,621	Office of Telecommunications
\$30,992	Department of Civil Service - Personnel Services
\$31,500	East Louisiana State Hospital - Fire Protection
\$17,572	Division of Administration - Uniform Payroll System
\$10,721	Legislative Auditor Fee
\$2,864	Division of Administration - Comprehensive Public Employees' Training Program

\$670,621 SUB-TOTAL INTERAGENCY TRANSFERS

\$670,621 TOTAL OTHER CHARGES

ACQUISITIONS AND MAJOR REPAIRS

\$23,286 Recommended level of funding for the replacement and repairs of obsolete, inoperable or damaged equipment and buildings.

\$23,286 TOTAL ACQUISITIONS AND MAJOR REPAIRS